

Rules of Procedure

Budapest International Model United Nations

Budapest, 2017

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Foreword

The Rules of Procedure based on the United Nations Charter have been made up to determine the exact procedures and expected conduct at the Budapest International Model United Nations Conference (BIMUN) 2017.

The BIMUN Secretariat has the right to change the Rules of Procedure at any time during the conference, and before, with the permission of the Secretaries-General and the Presidents of the General Assembly.

The changes will automatically be adapted to the procedure of the debates.
The changes will be announced by the Secretariat immediately.

Chapter I

Concerned Councils and Committees

The rules stated in the Rules of Procedure will apply to:

- (1) the Main Committees of the General Assembly (Disarmament and International Security Committee, Social and Humanitarian Committee, Special Political and Decolonization Committee),
- (2) the Economic and Social Council (ECOSOC),
- (3) the Human Rights Council (HRC),
- (4) the United Nations Environment Programme (UNEP),
- (5) the International Labour Organization (ILO),
- (6) the World Health Organization (WHO),
- (7) the World Trade Organization (WTO).

The rules stated in the Rules of Procedure will apply to the following committees and councils if their special regulation does not contradict them:

- (1) the Security Council (SC),
- (2) the Crisis Security Council (CSC),
- (3) the European Council (EC).

Chapter II

Rights and Duties of Participants

The Executive Board of BIMUN 2017 consists of the Secretaries-General, the Presidents of the General Assembly, the Presidents of all councils, special organizations, agencies and programmes, and the Chairpersons of all Main Committees (referred to as: Presidency).

Article 1

Rights and Duties of the Secretary-General and the Deputy Secretary-General

- (1) The Secretaries-General has the right to overrule any decisions of other members of the Executive Board if they feel the necessity of doing so, after having consulted with the concerned presidency.
- (2) The Secretaries-General shall be absolutely independent, thus shall not receive instructions from any person.
- (3) Whenever one of the Secretaries-General is present, they have to be the first to be addressed when delivering a speech to the house by the Delegates.

- (4) The Secretaries-General may take oral or written statements to any forum at BIMUN concerning any issue. The Presidents of the General Assembly have the same right.
- (5) The Secretary-General shall open and close the session of BIMUN 2017.
- (6) The Secretaries-General have the right to settle any argument, misunderstanding or dispute if a solution could not be found according to the Rules of Procedure.
- (7) The Secretaries-General may designate the President of the General Assembly to act on their behalf; in this case the President of the General Assembly possesses all the rights of the Secretaries-General.

Article 2

Rights and Duties of the Presidents of the General Assembly

- (1) During the sessions the Presidents shall have complete control of the proceedings according to the Rules of Procedure, and shall be responsible for them to the Secretary-General.
- (2) During the General Assembly the President has the right to:
 - a) determine the opening and closing of the session,
 - b) announce the suspension of the session,
 - c) announce the adjournment of the session,
 - d) rule on points and motions,
 - e) request a formal apology,
 - f) announce decisions and news,
 - g) accord the right to speak,
 - h) limit the speaking time,
 - i) call upon the Delegates to stick to their countries' policies,
 - j) reserve any further rights of the Presidency,
 - k) ensure the observance of the Rules.
- (3) The Presidents must be able to give reason for the decisions they made before.
- (4) The Presidents must be able to set Delegates' doubts at rest referring to the Rules of Procedure. The President may call upon the Secretaries-General for advice.
- (5) The President of the General Assembly must be present at all meetings of the General Assembly.
- (6) The Presidents have the right to invite the Delegates of the first plenary meeting to observe one minute of silence dedicated to prayer or meditation.

- (7) The Presidents of the General Assembly have the right to invite Guest Speakers to take the floor.
- (8) The President of the General Assembly may designate the Deputy President to act on her behalf; in this case the Deputy President possesses all the rights of the President.

Article 3

Rights and Duties of the President of the Assembly of Councils

- (9) During the sessions the President shall have complete control of the proceedings according to the Rules of Procedure, and shall be responsible for them to the Secretary-General.
- (10) During the Assembly of Councils the President has the right to:
 - l) determine the opening and closing of the sessions,
 - m) announce the suspension of the sessions,
 - n) announce the adjournment of the sessions,
 - o) rule on points and motions,
 - p) request a formal apology,
 - q) announce decisions and news,
 - r) accord the right to speak,
 - s) limit the speaking time,
 - t) call upon the Delegates to stick to their countries' policies,
 - u) sign and approve Treaties,
 - v) reserve any further rights of the Presidency,
 - w) ensure the observance of the Rules.
- (11) The President must be able to give reason for the decisions he made before.
- (12) The President must be able to set Delegates' doubts at rest referring to the Rules of Procedure. The President may call upon the Secretary-General for advice.
- (13) The President of the Assembly of Councils must be present at all meetings of the Assembly of Councils.
- (14) The President has the right to invite the Delegates of the first plenary meeting to observe one minute of silence dedicated to prayer or meditation.
- (15) The President of the Assembly of Councils has the right to invite Guest Speakers to take the floor.

- (16) The President of the Assembly of Councils may designate a Deputy President to act on his behalf; in this case the Deputy President possesses all the rights of the President.

Article 4

Rights and Duties of the Head of the Crisis Team

- (1) The Crisis Team is an important part of the conference. They work outside the confines of the Committees, assisting wherever they are required.
- (2) The Head of the Crisis Team has the right to:
- a) direct Members of the Crisis Team,
 - b) write Directives and see to them being delivered,
 - c) deliver guest speeches in Committees as a part of the Crisis Team,
 - d) sign and approve Treaties.
- (3) When the Head of the Crisis Team sees fit, said rights can be accorded to Members of the Crisis Team.
- (4) The Head of the Crisis Team has the duty to:
- a) design the crises to be debated during the conference,
 - b) alongside the President of the Assembly of Councils, answer questions regarding the proceedings of the Assembly of Councils and see to the smooth proceedings of the Assembly of Councils.

Article 5

Rights and Duties of the Presidency

- (1) The Presidency shall open and close each meeting of the designated committee.
- (2) During the sessions the Presidency shall have complete control of the proceedings according to the Rules of Procedure (and the special regulation of the committee/council if it exists), and shall be responsible for its enforcement to the Secretary-General.
- (3) The Presidency is free to some degree to modify this present Rules of Procedure within a particular committee, should doing so allow debate to flow more efficiently. The presidency in such a case is obliged to explain to the committee why they have changed the specific rules.
- (4) During the sessions the Presidency has the right to:
- a) determine the opening and closing of each debate,
 - b) propose the suspension of the meeting,

- c) propose the adjournment of the meeting,
 - d) rule on points and motions,
 - e) overrule any objections raised to motions,
 - f) request a formal apology,
 - g) announce decisions and news,
 - h) accord the right to speaking,
 - i) limit the speaking time,
 - j) call upon the Delegates to stick to their countries' policies or call upon the Crisis Team to deliver Directives to delegates,
 - k) voice his/her opinion on any procedural matters,
 - l) ensure the observance of the Rules.
- (5) The Presidency must be able to give reason for the decisions they made before.
- (6) The Presidency must be able to set a Delegate's doubts at rest referring to the Rules of Procedure. The Presidency may call upon the President of the General Assembly for advice.
- (7) The Presidency may request a nation to deliver a Policy Statement on a certain issue, though preparation time has to be given to the Delegate.
- (8) The Presidency has the right to invite a guest speaker to the committee/council if the Agenda Item requires the presence of another nation which is not present in the committee/council.

Article 6

Rights and Duties of the Ambassadors

- (1) Every member Nation represented shall have an ambassador appointed from the delegates representing it.
- (2) During the conference the ambassadors have the right to:
- a) deliver a speech in representation of their nations' policies and aims at the Opening Ceremony,
 - b) be present at the Diplomats' Soirée,
 - c) agree to and sign Treaties during the Assembly of Councils,
 - d) appoint a delegate from their delegation to agree and sign Treaties during the Assembly of Councils in case the Ambassador is not present at said sessions.

- (3) In case the Ambassador is a Delegate in a committee not participating in the Assembly of Councils, it is the duty of the ambassador to see to such a Deputy being appointed.
- (4) Of such appointments the President of the Assembly of Councils and/or the Head of the Crisis Team must be notified before the Assembly of Councils commences.

Article 7

Rights and Duties of the Delegates

- (1) Delegates must not be absent from sessions of their committees/councils unless they have received permission in advance from the Executive Board.
- (2) The Delegates shall not be late for the sessions. In such cases they shall send a notepaper to the Presidency in which they give a reasonable explanation for being late and announce their state of presence. The admonishment of the Delegate for being late is subject to the discretion of the Presidency respecting the delegate's human dignity.
- (3) All Delegates are allowed to drink during the sessions but are prohibited to consume any kind of comestibles. Beverages and water shall be kept in recapped bottles or cans during the whole session. In a reasonable case (health problems such as low blood sugar, etc.) the Delegates have the right to ask the Presidency via a *Point of Personal Privilege* to release them from these constraints.
- (4) Delegates with extreme health problems may at the beginning of the day should notify the Presidency, and may receive the right to exit sessions that day without a *Point of Personal Privilege* from the Presidency.

Article 8

Rights and Duties of Observers

- (1) Each and every Right and Duty of the Delegates apply to the Observers as well.
- (2) Observers may participate as Signatories although they cannot be Main Submitters or Co-Submitters of Resolutions.
- (3) Observers have the right to participate in Procedural Voting Procedures, although they may not vote during Substantive Voting Procedures.

Chapter III

Attire and Decorum

- (1) All Delegates are to act professionally, as diplomats, and must keep formal behaviour at all times during the conference.
- (2) All Delegates are to act according to their policy of the represented nation/entity.
- (3) Male Participants are to wear a suit and a tie with proper, elegant dark shoes or equally formal clothing.

- (4) Female Participants are expected to wear a trouser-suit or a skirt with a jacket and elegant, dark shoes.
- (5) The skirts of all Participants should not be placed higher than one palm above the knees. The shirts or blouses must have an appropriate neckline to keep a professional ambience during the conference.
- (6) Non-formal clothing such as jeans, jumpers, T-shirts, sneakers, slippers etc. is strictly forbidden during the whole conference.
- (7) Traditional costumes of the country represented are allowed during sessions besides formal clothing.
- (8) If one denies dressing in formal clothes or shows improper attitude, the Presidency has the right to discipline the Participant and the attire has to be corrected as soon as possible.
- (9) In case a Participant shows indecent behaviour, the Secretaries-General may admonish or expel them to the Executive Board's recommendation or provide the right to any member of the Secretariat or the Executive Board to do so.

Chapter IV

Language

- (1) During the entire conference, including all formal sessions and informal meetings, the only official language is English; no other languages are allowed to address the public.
- (2) Delegates who violate this rule shall be called to order by the Executive Board.

Chapter V

Speeches

- (1) Delegates may hold a speech only after being recognized and called to the floor by the Presidency.
- (2) When holding a speech, all functions staying in the room/hall shall be addressed with respect to their titles (as: Secretaries-General, Presidents of the General Assembly, Presidency, Delegates, NGOs, guests, etc.).
- (3) Speeches are to always be related to the matter being discussed.
- (4) Delegates may only refer to themselves either in third person singular or in first person plural.
- (5) The Presidency may interrupt the speaker when their speech is not in connection with the subject of the matter or the content is offending, incongruous or the speech is held in an inappropriate way.
- (6) Delegates have to yield the floor back to the Presidency when being requested to do so, only after that may they leave the floor. In this case Delegates may use first person singular.

Chapter VI

Notepapers

- (1) Delegates may inform each other about current issues, their points of view, discuss actions or ask for opinions in a semi-official way during the sessions via passing Official Notepapers.
- (2) Notepapers shall be provided and transmitted by the Administrative Staff.
- (3) Notepapers must be written in English.
- (4) A Notepaper may not be delivered if it contains inappropriate language or the content is not related to the Items on Agenda.
- (5) The passing of notepapers between committees is allowed.
- (6) The Presidency may suspend the passing of notepapers at any time.

Chapter VII

Working Papers and Draft Resolutions

Article 1

Working Papers

- (1) Working Papers are made and merged by the Delegates. They contain their ideas to solve the currently discussed problem.
- (2) Working Papers shall be submitted via the Presidency to the Approval Panel.
- (3) Electronically submitted Working Papers should be named as: 'Council_Issue_Mainsub.'
- (4) Having passed the final approval, a Working Paper becomes a Draft Resolution.

Article 2

Draft Resolutions

- (1) Draft Resolutions are the approved Working Papers with the sufficient number of Co-Submitters and Signatories.
- (2) Submission requirements of Draft Resolutions:
 - a) they are sealed and signed by the Secretaries-General or the President of the General Assembly,
 - b) if the number of Submitters in aggregate (the Main Submitter, the Co-Submitters and the Signatories) reaches at least 25 per cent of the number of the nations present in the committee/council.

- (3) The Presidency shall inform Delegates about the required number of Submitters when starting a new Agenda Item.

Chapter VIII

Resolutions

Article 1

Heading of the Resolution

The Heading is the first part of the Resolution which shall contain:

- a) the name and title of the committee/council,
- b) the Agenda Item it concerns,
- c) the Main Submitter,
- d) Co-Submitters,
- e) Signatories.

Article 2

Preambulatory Clauses

This section of a Resolution recalls former Resolutions or treaties on the same matter, which once again require attention. It highlights the importance of the issue and delineates the political, economic, cultural, social or environmental situation of a country or region the Resolution deals with. Operative Clauses may be moved to the Preambulatory Clauses if they fulfill these requirements. Preambulatory Clauses may be removed if the Presidency and the simple majority of the committee agree. The beginning of each Preambulatory Clause is indicated in italics with one preambulatory phrase and separated from the next by a comma (',') and a single spacing.

Article 3

Operative Clauses

- (1) The Operative Clauses are the main segments of a Resolution as they comprise the recommended solutions. They represent the specific actions that all Submitters intend to carry out so as to resolve the matter.
- (2) The Clauses have to be numbered with Arabic numerals, Sub Clauses with lower-case letters of the alphabet and further detailed lists with Roman numerals.
- (3) The beginning of each Operative Clause shall be indicated in bold with one underlined action phrase. Operative Clauses are separated from one another by a semicolon (;). A full stop (.) is used only at the end of the Resolution itself.
- (4) The font to be used is Times New Roman, font size 12.

Chapter IX

The Approval Panel

- (1) The Approval Panel (AP) is the official body of BIMUN responsible for the grammar and formal correction of Working Papers and Draft Resolutions.
- (2) The AP consists of two sections, the Formal Approval and the Grammar Approval.
- (3) Grammar (British English) and formal mistakes shall be highlighted or, if possible, without substantive changes corrected in the papers handed in to the AP.
- (4) Once a Working Paper is considered finished by the Submitters, it shall be handed in to the Executive Board of the committee/council in digital formats. From here on the Presidency is responsible to send the paper for approval.
- (5) The Presidency is responsible for the Working Paper to be in accordance with international law and the Charter of the United Nations.
- (6) The AP may invite the Main Submitter for consultation during the approval process. In case the Main Submitter is invited, they must appear at the Approval Panel at once.
- (7) A Working Paper is considered approved once affirmed by the seal and the signature of the Secretaries-General or the President of the General Assembly.
- (8) Following the approval process the document shall be sent back to the committee/council in adequate issues, and from this very moment the paper is considered a Draft Resolution.
- (9) Once the committee/council has passed a Resolution, it is the Presidency's responsibility to send the paper with all the passed Amendments and modifications for final approval.

Chapter X

Roll Call

- (1) A Roll Call takes place at the beginning of every session. The Presidency may also order it when there is a change in the number of attendants.
- (2) The Presidency shall call on all the members of the committee/council including NGOs and Observers in alphabetical order following the English alphabet. All members who are present have to state their attendance by raising their placards and saying 'present'.
- (3) The final act of every Roll Call shall be the announcement of:
 - a) the number of Delegates present,
 - b) the number of votes required for simple and two-thirds majority in Procedural Voting.

Chapter XI

Quorum

- (1) To open a debate, at least fifty per cent of the Delegates of the committee/council plus one Delegate have to be present. If this is not the case, the Presidency shall decide whether the debate should be opened.
- (2) Substantive voting shall not be held without a quorum of the committee/council.

Chapter XII

Directives

- (1) At certain times during the conference Delegates may receive Directives written by the Crisis Team.
- (2) Such occasions may include, but are not limited to:
 - a) updates during the crisis,
 - b) when a Delegate does not represent their countries' policy.
- (3) Directives must be approved by the Head of the Crisis Team.
- (4) The Presidency of respective committees will be made aware of such Directives.
- (5) Delegates may receive Directives in printed forms via Admin Staff of Crisis Team Staff. Said Directives will include the mark of approval by the Head of the Crisis Team.
- (6) Delegates receiving Directives must adhere to them immediately. In case they fail to do so, they may be called to order by the Presidency.

Chapter XIII

Flow of the Debate

Article 1

General Debate

- (1) Discussion on a certain Issue shall be started by General Debate where Delegates have the opportunity to express their countries' opinions on the topic, state their concerns and suggest solutions to the matter.
- (2) A General Speakers List is set for the General Debate.
- (3) Once the time on the General Debate elapsed, the house shall move on to the Lobbying Stage.

Article 2

Lobbying

- (1) Lobbying is the stage of the discussion when Delegates collaborate and prepare Working Papers to be submitted via the Approval Panel.
- (2) During the Lobbying Stage Delegates are free to:
 - a) leave the committee hall,
 - b) have informal discussions,
 - c) use the computer rooms (ground floor).
- (3) The time for lobbying is set by the Presidency to their discretion. When the time for the Lobbying elapses, the session shall start with a Roll Call.

Article 3

Debate on the Draft Resolutions

- (1) Following the Lobbying Stage, the committee/council is back to session to discuss the approved Working Papers (Draft Resolutions) with a sufficient number of Submitters.
- (2) The order of debating on the submitted Draft Resolutions will be set by the Presidency according to the number of Co-Submitters and Signatories. In case the number in aggregation of Co-Submitters and Signatories shows equality concerning two or more Resolutions, the order shall be determined by the number of Co-Submitters.
- (3) The Presidency reads out the Resolution unless they delegate the task to the Main Submitter. In this case the Main Submitter takes the floor, reads out the Operative Clauses and delivers their speech on the Draft Resolution, after which they may yield the floor to one of the Co-Submitters. Following the speech, Points of Information shall be entertained.
- (4) The house moves on with a General Debate on the Draft Resolution as a whole.
- (5) Once the General Debate on the Draft Resolution as a whole has elapsed, the house moves on with an Operative Clause by Operative Clause Debate on the Draft Resolution.
- (6) Delegates debate on the Operative Clauses one by one. This shall be an open debate, which means that all speeches related to the particular Operative Clause shall be in order in this phase of the debate. The house moves on to the next Operative Clause if there are no more arguments concerning the Operative Clause, the time for debate has elapsed or the Presidency decides to do so.
- (7) When all the Operative Clauses have been discussed, Amendments proposing to add new Operative Clauses to the Draft Resolution are entertained.

- (8) Following this, the house moves on to “General Debate on the Draft Resolution as a whole”. The Presidency shall fix the time of the debate. At this part the Delegates may express their views on the Draft Resolution as a whole.
- (9) Once the time elapsed, the house moves to the Voting Procedure on the Draft Resolution as a whole.
- (10) If the Draft Resolution gains at least a simple majority of the votes and passes, the debate on the issue is closed and the House will continue with the next Agenda Item. Only one Resolution can be passed per topic.
- (11) In case the submission fails, the next Draft Resolution of the debating order will be discussed but on the suggestion of the Presidency the committee/council can vote on moving to the discussion of the next Agenda Item. The discussion of the issue is also considered closed when all Draft Resolutions have failed.

Article 4

Main Submitter

- (1) The Main Submitter of the Resolution is the Delegate who is responsible for the submission.
- (2) Once the Draft Resolution is brought to the floor, the Main Submitter has the right to introduce it to the house and deliver the opening speech of the debate.
- (3) Non-governmental Organizations (NGOs) and Observers are not allowed to be the Main Submitters of a Draft Resolution.
- (4) A Delegate may not be the Main Submitter of more than one Draft Resolution per issue.
- (5) The Main Submitter has to give answers to Points of Information after the introduction of the Draft Resolution.
- (6) The Main Submitter has the right to yield the floor to one of the Co-Submitters and also empower them to give answers to the Points of Information in question.

Article 5

Co-Submitters

- (1) The Co-Submitters of a Draft Resolution are the Delegates firmly in support of the submission wishing to represent the content via the committee/council.
- (2) NGOs and Observers may not be listed as Co-Submitters of a Draft Resolution.
- (3) A Delegate must not be the Co-Submitter of more than one Draft Resolution per issue, but may be a Signatory to numerous other Resolutions.
- (4) Once the Working Paper is approved as a Draft Resolution, the list of Submitters shall not be modified. Before the voting procedure on the Draft Resolution as a whole the Presidency

will ask if there are any delegates wishing to be added to or removed from the list of Submitters.

Article 6

Signatories

- (1) The Signatories of a Draft Resolution are the Delegates willing to discuss the Working Paper as a Draft Resolution.
- (2) NGOs and Observers may be listed as Signatories of a Draft Resolution, and they shall be taken into account when determining the debating order of the submissions.
- (3) A delegate is allowed to be the signatory of more Draft Resolutions per issue.

Chapter XIV

Yields

- (1) During the General Debate or while a Draft Resolution is being debated on, after their speech is finished and the Points of Information have been entertained, Delegates have the right to yield the floor to another Delegate. This yield may be overruled by the Presidency.
- (2) In any other cases, when the Delegate on the floor does not wish to yield the floor to another Delegate or no other options are in order, they may yield the floor back to the Presidency.
- (3) The Presidency may call upon the Delegate at any time to yield the floor back.

Chapter XV

Amendments

- (1) Delegates have the right to amend the Operative Clauses or add new ones to the debated Draft Resolution.
- (2) Amendments shall be passed in writing via Official Amendment Sheets to the Presidency of the committee/council. Amendments submitted in the Operative Clause by Operative Clause Debate will be entertained if the committee/council is debating that particular Operative Clause. Amendments that suggest adding a new Operative Clause to the Draft Resolution shall be discussed after the Clause by Clause Debate.
- (3) During the Operative Clause by Operative Clause debate or the General Debate on the Draft Resolution as a whole Amendments will be entertained according to the discretion of the Presidency based on the order of their submission and the degree of modification.
- (4) Amendments are categorised as Friendly and Unfriendly Amendments.
- (5) Amendments on the Second Degree are in order. (See Article 3.)
- (6) The Delegate who proposed the Amendment may at any time withdraw the proposal until the Voting Procedure.

- (7) Decision on the type of the Amendment is up to the discretion of the Presidency.

Article 1

Friendly Amendments

- (1) An Amendment is considered friendly if it changes the Operative Clause only grammatically or clarifies the Clause without changing its original meaning.
- (2) The Main Submitter and the Co-Submitters have to accept the changes proposed by the Friendly Amendment, grammatical mistakes only need to be accepted by the Main Submitter. If they disagree with the type of the Amendment, it shall automatically be regarded as an Unfriendly Amendment.
- (3) In case an Amendment is declared Friendly, it is automatically adopted without Substantive Voting Procedure or debate.

Article 2

Unfriendly Amendments

- (1) Unfriendly Amendments propose not only grammatical changes. Once an Amendment has been declared unfriendly, the Presidency sets the debate time and requests the Delegate proposing the Amendment to introduce the reason for the proposal.
- (2) Following the elapse of the debate time, the committee/council moves on to the Voting Procedure.
- (3) Amendments that have gained a simple majority of the votes (affirmative) pass, thus adapted to the Draft Resolution, and the house moves back to debate on the Operative Clause or on the Draft Resolution as a whole.

Article 3

Amendment on the Second Degree

- (1) Any Amendment can be modified by another Amendment.
- (2) Once an Amendment on the Second Degree passes, the House moves back to debate on the now modified original Amendment, which can be subject to further Amendments.
- (3) In case an Amendment on the Second Degree fails, the House moves back to debate on the original Amendment.

Chapter XVI

Voting

- (1) All Voting Procedures shall be conducted by the Presidency.

- (2) At the request of the Presidency all members of the house have to vote by raising their placards at the adequate moment.
- (3) Voting Procedures are categorised according to their nature as Substantive and Procedural Voting.

Article 1

The Outcome of the Voting

- (1) Simple majority is the fifty per cent plus one vote of the quorum in the committee/council.
- (2) To pass by two-thirds majority there has to be at least two-thirds (rounded up) of the quorum in favour.

Article 2

Substantive Voting

- (1) When voting on an Amendment or on a Draft Resolution, Substantive Voting is applied.
- (2) Should the debate on a currently discussed topic conclude, the committee/council moves directly into Voting Procedure.
- (3) In case of Substantive Voting only Member States are allowed to vote. NGOs, Observers and guests shall not vote.
- (4) During Substantive Voting Procedure the principle of Constructive Abstentions is respected. This means that from the Voting Procedure's perspective abstaining Member States are considered to be absent, thus the majority is set upon the number of Member States either voting in favour or against. In case more than 50 per cent of the present members of the committee abstain the vote has to be retaken.
- (5) Each question on Substantive Voting requires a simple majority to pass.

Article 3

Procedural Voting

- (1) Except for Draft Resolutions and Amendments, Procedural Voting is used on any other question put to vote.
- (2) At a Procedural Voting all members of the house have to vote including NGOs and Observers, exclusively in favour or against. Abstentions are not in order during Procedural Voting.

Article 4

Roll Call Voting

- (1) Roll Call Voting can be proposed by the Presidency or by any of the Delegates via raising a Motion to vote by Roll Call.
- (2) During Roll Call Voting all members present in the committee/council will be called by the Presidency individually in alphabetical order, following the English alphabet. Hearing their names, members shall answer according to the nature of the voting and may explain their views briefly upon the request of the Presidency.

Chapter XVII

Points

- (1) A point may not interrupt the speaker except for a *Point of Personal Privilege* due to audibility or a *Right of Reply*.
- (2) Points are not debatable and seconds are not needed to be recognized.
- (3) Points shall be indicated by raising the placard high and saying the specific point except for a *Point of Information*.
- (4) Points shall be stated clearly after the Presidency recognized it.
- (5) Point shall be entertained before the raised motions.
- (6) Delegates shall rise for a point.

Article 1

Point of Information

- (1) A *Point of Information* can be raised by the Delegates after a speech has been delivered on the floor.
- (2) Before the *Points of Information* are raised, the Presidency makes an inquiry to the speaker on the floor whether they are open for any *Points of Information*.
- (3) *Points of Information* must be phrased as questions related to the speech that has recently been delivered. The Presidency may overrule any *Points of Information* if the phrasing is rhetorical or the content is offending or not relevant to the subject under discussion.
- (4) The speaker has the right to refuse to answer if they find the point offending or not relevant to the subject under discussion.
- (5) When a Delegate feels that their question was not answered properly they may request to follow up. The approval of the request is subject to the discretion of the Presidency.

Article 2

Right of Reply

- (1) A Delegate can raise a *Right of Reply* in the case of immense personal or national offense.
- (2) Whether the point is approved is subject to the discretion of the Presidency.
- (3) The Delegate who has raised the point may state at the end of the speech which remark they considered to be insulting. The Delegate addressed within the point may also elaborate on their viewpoint diplomatically.
- (4) Hearing from both sides, the Presidency will decide whether public apology is in order as a consequence.
- (5) Raising this point may interrupt the speaker, but the point shall only be entertained after the speaker on floor has finished their speech.

Article 3

Point of Personal Privilege

- (1) A *Point of Personal Privilege* may be raised by the Delegates at any time during the sessions. It may only refer to the well-being, discomfort or safety of the Delegate.
- (2) A *Point of Personal Privilege* is immediately addressed by the Presidency who may also refuse to recognize the point if it is incongruous or dilatory.
- (3) A *Point of Personal Privilege* may only interrupt the speaker when it is due to audibility.

Article 4

Point of Order

- (1) The *Point of Order* must be related to the Rules of Procedure.
- (2) Delegates may raise a *Point of Order* if they do not consent to a current decision of the Presidency concerning the Rules of Procedure.
- (3) The Presidency has the right not to change their decision. In this case the Delegate may ask for an explanation.
- (4) The Presidency has the right to overrule the statement of the Delegate.

Article 5

Point of Parliamentary Inquiry

- (1) A *Point of Parliamentary Inquiry* may be raised to the Presidency if the query is related to the Rules of Procedure, the flow of debate or the official schedule of the Conference.
- (2) After the point was raised, the Delegate shall be given the explanation required.

Article 6

Appeal to the Chair's Decision

- (1) An *Appeal to the Chair's decision* can be raised in case the Delegate finds that the Presidency has recently made incorrect ruling.
- (2) *Appeal to the Chair's decision* shall be entertained at any case. Once the Delegate has explained their reasons for raising the point, the Presidency invites the Secretaries-General or the President of the General Assembly to make an immediate decision on the matter, inspecting the state of affairs. The judgement of either the President of the General Assembly or one of the Secretaries-General shall be considered final.

Chapter XVIII

Motions

- (1) Delegates may propose a motion by raising their placard. Once recognized by the Presidency, the specific motion has to be clarified by the Delegate who raised it.
- (2) Motions shall not interrupt the speaker.
- (3) Entertaining motions is subject to the discretion of the Presidency as the Presidency also has the right to overrule any motions before the Voting Procedure on a particular motion.
- (4) Motions need to be seconded at least twice to be entertained.
- (5) In case a Delegate is in opposition to a motion, they may express their disagreement by saying "objection" when the motion is being proposed.
- (6) Both are indicated by saying "second" or "objection" loudly.
- (7) The Presidency may call the Delegate against the motion to clarify their point of view.
- (8) The presidency has the right to overrule any objections raised to motions,
- (9) If the motion is seconded by at least two Delegates, and there are no objections, the motion is automatically approved.
- (10) In case the motion has been seconded at least twice and there have also been objections, the motion shall be put to a Procedural Voting.

Article 1

Motion to Table the Debate

- (1) The house may consider tabling the Agenda Item under discussion based on a recommendation of the Presidency or the Delegates.
- (2) The motion has to be put to vote in any case and needs a two thirds majority to pass.

- (3) Once having been tabled, the issue may be reintroduced to the house at a later point of the session by raising a *Motion to Resume the Debate*.

Article 2

Motion to Resume the Debate

- (1) The *Motion to Resume the Debate* follows the same procedure as the Tabling.
- (2) Since the currently discussed Draft Resolutions have priority, a topic can only be reintroduced when the debate on the currently discussed Agenda Item is declared finished, namely, a Resolution has passed or all Draft Resolutions were discussed on the certain issue and failed.

Article 3

Motion to Exclude the Public

- (1) A *Motion to Exclude the Public* may be raised if the Presidency or any of the Delegates feel disturbed by the audience or guests, or feel that the further acts of the committee/council requires more confidentiality.
- (2) In case of an objection, this motion will immediately be put to vote and a simple majority is required for it to pass.
- (3) If the mentioned parties feel disturbed by the motion having been approved, an initiative could be handed to the Presidency, requesting to release them from this concern.

Article 4

Motion to Move into Lobbying Time/an Unmoderated Caucus

- (1) When there is a General Debate on the topic, Delegates may raise a Motion to Move into Lobbying Time to start lobbying before the time on the General Debate elapses.
- (2) Motions to Move into Unmoderated Caucus may be raised in case the delegates feel the need to have an unmoderated discussion related to the topic.
- (3) In case of an objection, this motion will immediately be put to vote and a simple majority is required for it to pass.
- (4) The Presidency may overrule this motion in case the debate has been unsatisfactory or when the time and the Agenda Item allow more debate to be held on the topic.

Article 5

Motion to Move Directly into Voting Procedure

- (1) When a Delegate feels it unnecessary to debate the current issue, they may raise this motion in order to move to the subsequent question.

- (2) In case this motion is objected, entertaining it is subject to the Presidency's discretion.
- (3) The Presidency may overrule this motion in case the debate has been unsatisfactory or when the time and the Agenda Item allow more debate to be held on the topic.

Article 6

Motion for Suspension or Adjournment of the Meeting

- (1) A Delegate may call for the Suspension of the Meeting in order to postpone the committee/council functions for lunch break or for any similar purpose.
- (2) A *Motion to Adjourn the Meeting* can be raised when the Delegates wish to end the meeting until the next session.
- (3) Delegates may reason the purpose for raising both motions and the Presidency may overrule them at any time.
- (4) In case this motion is objected, its entertainment is subject to the Presidency's discretion.

Article 7

Motion to Invite a Guest Speaker

- (1) This motion can be used when the Delegates feel the importance of inviting a guest from another committee/council to join the discussion, especially if the Agenda Item is dealing with an issue of a country which is not represented in the committee/council.
- (2) This motion may also be used by the Presidency at their own discretion.
- (3) When the motion is raised and approved, the Presidency will notify the Crisis Team. A Member of the Crisis Team will then deliver a speech on the Agenda Item in representation of the required entity.

Article 8

Motion to Extend the Debate Time

- (1) Delegates may raise a *Motion to Extend the Debate Time* when the currently discussed Agenda Item requires more debate to be held.
- (2) In case of an objection, after hearing the reasoning, the motion shall immediately be put to a vote.
- (3) For this motion to pass a simple majority is required.

Article 9

Motion to Vote by Roll Call

- (1) Delegates may raise a *Motion to vote by Roll Call* at the start of the Voting Procedure, or if they feel that the Voting Procedure was inappropriate or ambiguous.
- (2) This motion shall automatically be approved by the Presidency if considered to be in order, thus the Voting Procedure shall be continued according to the content of Chapter X.
- (3) This motion may not interrupt the Voting Procedure.

Article 10

Motion to Explain the Vote

- (1) The Delegate who raised this motion can require any Delegate to explain their vote.
- (2) The Delegates subject to this motion shall give proper clarification of their vote.
- (3) In case this motion is objected, its entertainment is subject to the Presidency's discretion.

Article 11

Motion to Retake the Votes

- (1) If a Delegate wishes to repeat the Voting Procedure this motion shall be raised.
- (2) This motion shall automatically be approved by the Presidency if considered to be in order.

Article 12

Motion to move into a Q&A Session

- (1) This motion may not be used when debating on a motion, or any procedural issue and no speaker is on the floor.
- (2) Before entertaining this motion, the Presidency shall ask the Delegate of the country named if they support this motion.
- (3) Once the proposal is accepted by the delegate and approved by the Presidency, nations may raise a Motion to join the Q&A Session. In such case, the Presidency has the right to decide on entertaining this motion.
- (4) The Presidency shall moderate the questioning, and also has the right to limit the speaking time and the number of questions.

Article 13

Motion to Join the Speakers' List

- (1) A Speakers' List is a list of Delegates wishing to:
 - a. hold a speech,
 - b. raise a Point of Information.
- (2) *Motion to Join the Speakers' List* shall be used when a Delegate wishes to be added to the Speakers' List. This motion is up to the discretion of the Presidency.

Article 14

Motion to Propose an Amendment to an amendment

- (1) *Motion to Propose an Amendment* to an Amendment shall be used when a Delegate wishes to put forward a change on the Amendment of the Operative Clause currently being debated.
- (2) This motion shall automatically be approved by the Presidency if considered to be in order.

Article 15

Motion to Divide the House

- (1) In case a vote is close, or not decisive due to the large number of abstentions, Delegates have the right to raise this motion, which will result in a new voting procedure without the possibility of abstaining.
- (2) In case of an objection, this motion will be put to vote and a simple majority is required for it to pass.

Article 16

Motion to Return to the Clause by Clause Debate

- (1) In case the house feels during the General Debate on the Draft Resolution as a whole that any of the Operative Clauses ought to be modified, then by this motion the Delegates have the opportunity to return to the discussion of any of the Operative Clauses.
- (2) The Delegates shall specify which Operative Clause they want to return to when raising the motion.
- (3) If the motion is entertained, the Presidency shall fix the time of the debate. During the discussion of the Operative Clause, Amendments to the Clause will be entertained.
- (4) This motion on an Operative Clause shall be entertained no more than once.
- (5) After the time elapsed, the house is back at General Debate on the Draft Resolution as a whole.

Article 17

Motion to Move into a Moderated Caucus

- (1) Should the Delegates have misconceptions during a debate, they may raise a *Motion to Move into a Moderated Caucus* in order to clarify their position thus facilitating the efficiency of the debate.
- (2) The Delegate raising the motion shall phrase the question the caucus would solve when indicating it via the Presidency. They also have the right to specify the speaking time and the time for the Caucus. This motion needs a simple majority to pass.
- (3) When the Caucus is announced by the Presidency, the speaking time and the time for the caucus shall also be set – these could differ from the Delegate’s suggestion.
- (4) During Moderated Caucus Delegates are allowed to express their opinions concerning the topic referring to point (2) without approaching the podium but keeping themselves to the use of the third person. Speakers are entertained one after the other and no *Points of Information* are in order. s
- (5) Forming a speakers’ list to moderate the Caucus is subject to the Presidency’s discretion.
- (6) When the time for the Caucus elapses, the house shall continue with the stage of the debate before the Caucus.

Chapter XIX

Body-specific Rules

Article 1

Rules of the General Assembly and the Opening Ceremony

- (1) The General Assembly is the plenary meeting of all Delegates taking part in Budapest International Model United Nations except the delegates of the Crisis Security Council, the Security Council, the European Council, the International Labour Organization, the World Health Organization and the World Trade Organization. The Resolutions of the Main Committees of the General Assembly shall be debated and voted on during the General Assembly.
- (2) The debate time on the Resolutions shall be set by the President and may not be modified by the house via Motion to Extend the Debate Time.
- (3) Yields shall be in order and moderated according to Chapter XIV.
- (4) In order to ensure the professionally smooth atmosphere the Reasoned Warning System is entertained. If a delegation reaches 3 Reasoned Warnings it is excluded from the session for 30 minutes. The President of the General Assembly shall specify the reason of the Warning. A Warning is justifiable if a delegation or a member of a delegation:
 - a) repeatedly shows disrespect towards fellow participants,
 - b) repeatedly disobeys the Rules of Procedure,
 - c) manifests unprofessional behaviour,
 - d) acts in a way which tackles the progress of the General Assembly.
- (5) During the General Assembly all motions and points are in order except for:
 - a) Motion to Exclude the Public,
 - b) Motion for a Q&A Session,
 - c) Motion to Resume/Table the Debate,
 - d) Motion to Invite a Guest Speaker,
 - e) Motion to Extend the Debate Time,
 - f) Motion for Suspension or Adjournment of the Meeting,
 - g) Motion for a Moderated Caucus.
- (6) The General Assembly shall be ruled by the President of the General Assembly according to Chapter II. Article 2.
- (7) Amendments during the session are not in order.
- (8) General Debate will be held on the Draft Resolutions. Amendments during the session are not in order.

Article 2

Rules of the Security Council

- (1) Each and every part of the Rules of Procedure shall be applied in the Security Council except for the changes mentioned in Chapter XIX Article 2.
- (2) The Security Council consists of 15 members, of which 5 are permanent ('P5 states'), including:
 - a) The People's Republic of China,
 - b) France,
 - c) The Russian Federation,
 - d) The United Kingdom,
 - e) The United States of America.
- (3) There are 10 non-permanent members consisting of:
 - a) Bolivia,
 - b) Egypt,
 - c) Ethiopia,
 - d) Italy,
 - e) Japan,
 - f) Kazakhstan,
 - g) Senegal,
 - h) Sweden,
 - i) Ukraine,
 - j) Uruguay.
- (4) Apart from the 15 members, special envoys are accepted in the Security Council, who shall participate in all the sessions of the Security Council except for Substantive Voting.
- (5) The Security Council does not debate Draft Resolutions as a whole, but instead members submit operative clauses one by one which are then debated upon in an order to be set by the Presidency. In case two operative clauses are the same, the Presidency shall accept the one submitted first.
- (6) Therefore debates in the Security Council shall be executed Clause by Clause and the debate on a specific Operative Clause ends with a Substantive Voting.
- (7) Substantive voting shall be done with Voting by Roll Call; however this may be suspended anytime by the Presidency.
- (8) The Security Council will use non-constructive abstentions during voting procedures on substantive matters.

- (9) Every time moving to a new Clause, the submitter of the Clause may take the floor, read out the Clause and hold a speech on it.
- (10) The decisions of the Security Council in substantive matters shall be made by an affirmative vote of nine members including the concurring votes of the Permanent Members, as stated in the Charter of the United Nations.
- (11) The decisions of the Security Council in procedural matters shall be made by an affirmative vote of nine members.
- (12) During the Substantive Voting Procedure, Veto Power applies for the 5 permanent countries.
- a) The Veto Power entitles them to strike out a specific Clause of the Draft Resolution, or the Draft Resolution as a whole without question or without voting taking place.
 - b) If a P5 nation uses its Veto Power, the Clause or the Resolution is immediately struck out.
 - c) In case of intending to use the Veto Power, Delegates must notify the council via the Presidency of the reason.
 - d) If a permanent member opposes a Clause but does not wish to veto it, they may abstain.
 - e) If the council is unable to come to a mutual agreement on the problem, any P5 members have the right to call for a *P5 Caucus*.
- (13) A *P5 Caucus* is an informal meeting in the Security Council that interrupts the debate. The P5 Caucus shall be held in a separate room with the participation of the P5 Nations and the Presidency. During the Caucus they should consult their interests and come to a common solution. To ask for a P5 Caucus, Delegates need to propose a *Motion for P5 Caucus*.
- (14) After all the Operative Clauses have been voted on, the council moves on to general debate on the Draft Resolution as a whole, followed by a substantive voting procedure on the Draft Resolution as a whole.
- (15) If a P5 nation is not present at voting on an Operative Clause or on a Resolution as a whole, the council will wait until a Delegate of that particular country arrives who will receive temporary voting privileges.

Article 3

Rules of the Crisis Security Council

- (1) Each and every part of the Rules of Procedure shall be applied in the Crisis Security Council except for the changes mentioned in Chapter XIX Article 3.
- (2) The official flow of debate of the Crisis Security Council will be announced on the first day of the conference by the President. During the session of the Crisis Security Council action plans will be drafted taking all the information of the four days of debates into consideration.
- (3) The first session shall start with the introduction of the crisis case. Delegates are provided with information about the topic that enables them to introduce their countries' views.
- (4) The Crisis Security Council consists of 15 members, of which 5 are permanent (P5 countries). The permanent members in alphabetical order are:
 - a) The People's Republic of China,
 - b) France,
 - c) The Russian Federation,
 - d) The United Kingdom,
 - e) The United States of America.
- (5) The 10 non-permanent members in alphabetical order are:
 - a) Angola,
 - b) Australia,
 - c) Brazil,
 - d) India,
 - e) Japan,
 - f) Philippines,
 - g) South Africa,
 - h) Republic of Korea,
 - i) Vietnam.
- (6) The Presidency has the right to invite special envoys to participate in the work of the council as an observer, with Procedural Voting Right.
- (7) Debates in the Crisis Security Council shall be executed with motions. The motions are the following:

- a. **Motion for a moderated caucus:** during a moderated caucus, delegates give speeches on the topic or the agenda item proposed in the motion. Points of Information are allowed. This motion is also used to discuss Operative Clauses which in case they pass, will be implemented into the action plan.
 - b. **Motion for an unmoderated caucus:** during an unmoderated caucus, delegates can create Operative Clauses and Amendments for the action plan and can also discuss their points of view through informal means.
 - c. **Motion for a P5 caucus:** in case P5 members of the Crisis Security Council cannot agree upon an issue, the most effective way to discuss and clarify opposing views is having a P5 meeting. This motion can also be proposed by the Presidency in order to provide forum for the P5 members to find consensus quickly. This motion is not voted upon, it is subject to the Presidency's discretion to decide whether it is entertained or not.
 - d. **Motion to extend debate time:** with this motion it is possible to extend debate time on a moderated or unmoderated caucus. It can also be the Presidency's discretion to propose this motion, and in such case it is not voted upon.
- (5) Any proposed motion shall be seconded at least twice before being entertained. In case of an objection, these motions will immediately be put to vote. Before entertaining any motion, the Presidency collects all the motions on the floor. It is subject to the Presidency's discretion to decide on the order of the motions. In case of a list of motions, the second motion on the list can only be in order in case the motion before it fails. Motions for unmoderated caucuses always come first on the list.
- (6) Debate on a specific Operative Clause of the action plan ends with a Substantive Voting Procedure conducted in the manner of the Security Council, specified in Chapter XIX Article 2.

Chapter XX

The Assembly of Councils

Article 1

Rules of the Assembly of Councils

- (1) The Assembly of Councils is the most challenging crisis session of BIMUN 2017 taking place on the day of the General Assembly and the previous one.
- (2) The Assembly of Councils consists of:
 - a. The Security Council,
 - b. The International Labour Organization,
 - c. The World Health Organization,
 - d. The World Trade Organization.
- (3) The Assembly of Councils shall be ruled by the President of the Assembly of Councils according to Chapter II. Article 3 and Chapter XIX. Article 2. Should the circumstances require it the President of the Assembly of Councils can modify the Rules of the Assembly of Councils. In that case the President has to notify the parties to the Assembly of Councils.
- (4) The Assembly of Councils committees will work separately on the solution to the issue, focusing on their own field of expertise, create and pass Operative Clauses (Directives).
 - a) After an Operative Clause in a committee has been passed, the committee shall immediately submit that Operative Clause to the Security Council if the content of the Clause or the operator is within the Security Council's profile. In this case Security Council shall also debate upon it, and should it pass, the Operative Clause will be included in the Resolution.
 - b) If the Operative Clause does not fall within the profile of the Security Council or it does not require its involvement due to its wording, and is passed within the submitting council, it automatically becomes part of the Resolution.
- (5) Due to the fact that Operative Clauses can be approved by the Security Council, the Assembly of Councils committees can use binding operators (such as: Demands, Condemns).
- (6) In all other matters the other articles and rules of the Rules of Procedure are to be followed.

Article 2

Treaties

- (1) During the Assembly of Councils Delegates may choose to create and sign treaties.
- (2) In order to do this, such treaties must:
 - a) clearly and concisely delineate the aims and goals of the treaty,
 - b) be signed by the ambassadors of all parties,
 - c) be signed and approved by the Head of the Crisis Team and/or the President of the Assembly of Councils.
- (3) Once they are signed and approved these treaties may affect the further progress of the crisis and shall be announced in all committees of the Assembly of Councils.
- (4) After a treaty is announced the actions of Delegates participating in the treaty must adhere to it in all committees of the Assembly of Councils. In case they fail to do so, they may be called to order by the Presidency.

Chapter XXI

The European Council

- (1) Each and every part of the Rules of Procedure shall be applied in the European Council except for the changes mentioned in Chapter XXI.
- (2) The official flow of debate of the European Council will be announced on the first day of the conference by the President of the European Council. During the session of the European Council *Action Plans* will be drafted taking all the information of the four days of debates into consideration.
- (3) The Actions Plans shall take form as *Conclusions*. Each Conclusion shall be numbered. There are no other formal requirements for a Conclusion. Example: "1. The new Partnership Framework of cooperation is an important tool for addressing illegal migration and its root causes, particularly with regard to the Central Mediterranean route. The European Council welcomes the progress on implementation of the compacts with five African countries of origin or transit and the growing ownership in the partner countries. "
- (4) The first session shall start with the introduction of the crisis. Delegates are provided with information about the topic that enables them to introduce their countries' views.
- (5) The European Council shall consist of the Heads of State or Government of the Member States, together with its President and the President of the Commission.
- (6) When the agenda so requires, the members of the European Council may decide each to be assisted by a minister and request the presidency for a short report to be drafted. Such reports are drafted by the Crisis Team and must be approved by the Head of the Crisis Team.

- (7) Debates in the European Council shall be executed with motions. The motions are the following:
- a) **Motion for a moderated caucus:** during a moderated caucus, delegates give speeches on the topic or the agenda item proposed in the motion. Points of Information are allowed. This motion is also used to discuss conclusions, which in case they pass, will be implemented into the action plan.
 - b) **Motion for an unmoderated caucus:** during an unmoderated caucus, delegates can create conclusions and Amendments for the action plan and can also discuss their points of view through informal means.
 - c) **Motion to extend debate time:** with this motion it is possible to extend debate time of a moderated or unmoderated caucus. It can also be the Presidency's discretion to propose this motion, and in such case it is not voted upon.
- (8) Any proposed motion shall be seconded at least twice before being entertained. In case of an objection, these Motions will immediately be put to vote. Before entertaining any motion, the Presidency collects all the motions on the floor. It is subject to the Presidency's discretion to decide the order of motions when it comes to choosing them. In case of a list of motions, the second motion on the list can only be in order in case the motion before it fails. Motions for unmoderated caucuses always come first on the list.
- (9) Debate on a specific conclusion of the action plan ends with a substantive voting procedure requiring two-thirds (rounded up) of the quorum in favour for it to pass.
- (10) The European Council will use constructive abstentions during voting procedures on substantive matters.